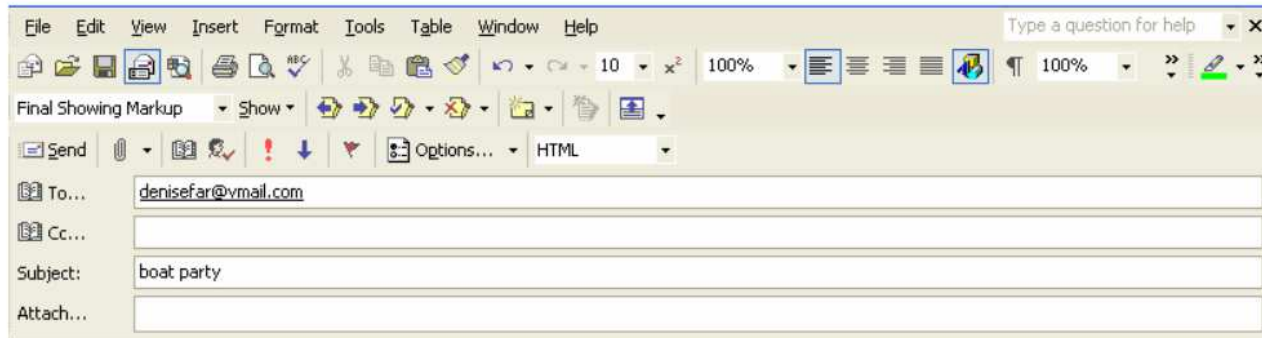


Sample email: 2B informal

You have been to a boat party but one of your closest friends could not make it. Write an email, using between 180 and 200 words, to tell her/him all about it. Your friend's email address is denisefar@vmail.com.



The screenshot shows an email client window with a menu bar (File, Edit, View, Insert, Format, Tools, Table, Window, Help) and a toolbar with various icons. The 'To' field is filled with 'denisefar@vmail.com', the 'Subject' field is filled with 'boat party', and the 'Cc' and 'Attach' fields are empty. The 'Send' button is visible. Below the email header, the body of the email is written in a casual, informal tone.

Hi Denise,

I couldn't wait to tell you all about yesterday, what a great time we had, I really wish you could have been there. But I really should ask about you first.... how are you? Is your cough better? You did well not to come because it did get a bit cold on the boat late at night.

Sue and I set off for Siema together and joined the crowd waiting to board the boat. Good job we happened to see some people we knew because we were starting to feel a little shy.

Things were a bit quiet at first but when the boat sailed off and entered the Grand Harbour, the sight was just perfect and the party began to take off. They played some great music and people started to dance and they served nice finger food - not the usual boring stuff mind you. That's when my diet went overboard! It was such a different night out from the usual ones.

I heard someone say they were going to organise another boat party soon – and you've got to come next time!

See you Monday and take care.

Lots of love,

Audrey